

## UTILITIES SERVICE BOARD MEETING

July 12, 2004

UTILITIES SERVICE BOARD MEETINGS ARE RECORDED ELECTRONICALLY OR STENOGRAPHICALLY AND ARE AVAILABLE DURING REGULAR BUSINESS HOURS IN THE OFFICE OF THE DIRECTOR OF UTILITIES.

Board President Swafford called the regular meeting of the Utilities Service Board to order at 5:00 p.m. The meeting was held in Conference Room 100B at the Indiana University Research Park at 501 North Morton Street in Bloomington, Indiana.

Board members present: Tom Swafford, Jeff Ehman, Sam Vaught, Dick Eherenman, Alisa Brown, and ex-officio member Tim Mayer. Staff members present: Patrick Murphy, John Langley, Mike Bengtson, Jane Fleig, Mike Hicks, Nathan Schulte, Steve Saulter, Tom Staley, Mike Trexler, and Julie Martindale. Also present: Geoff Grodner, Gary Kent, Chris Gale representing HNTB, Mark Menefee representing Indiana University, and Dennis Ward and Jim Stapp representing Bowen Engineering. (A copy of the sign-up sheet is attached to the minutes.)

### MINUTES:

EHRENMAN MOVED AND EHMAN SECONDED THE MOTION TO APPROVE MINUTES FOR THE JUNE 28, 2004, MEETING AS PRESENTED. MOTION CARRIED. 5 AYES. 1 MEMBER ABSENT (HENKE.).

### CLAIMS:

Board members were presented with the regular claims list along with lists for Auto-Pays and Transfers for the month of May 2004; Auto-Pays and Transfers for the month of June 2004; MBNA Charge Account Payment Date Account due- April 20, 2004; MBNA Charge Account Payment Date Account due – May 21, 2004; and Petty Cash for the month of May 2004. (A copy of each list is attached to the minutes.)

### REGULAR CLAIMS:

EHRENMAN MOVED AND EHMAN SECONDED THE MOTION TO APPROVE THE REGULAR CLAIMS AS FOLLOWS:

CLAIMS 0491142 THROUGH 0491240 INCLUDING \$126,438.91 FROM THE WATER OPERATIONS & MAINTENANCE FUND FOR A TOTAL OF \$126,438.91 FROM THE WATER UTILITY; CLAIMS 0430618 THROUGH 0430660 INCLUDING \$97,542.68 FROM THE WASTEWATER OPERATIONS & MAINTENANCE FUND AND \$87,389.79 FROM THE WASTEWATER CONSTRUCTION FUND FOR A TOTAL OF \$184,932.47 FROM THE WASTEWATER UTILITY; AND CLAIMS 0470056 THROUGH 0470059 INCLUDING \$986.12 FROM THE WASTEWATER/STORMWATER FUND FOR A TOTAL OF \$986.12

FROM THE WASTEWATER/STORMWATER UTILITY. TOTAL CLAIMS APPROVED – \$312,357.50. MOTION CARRIED. 5 AYES. 1 MEMBER ABSENT (HENKE).

AUTO-PAY & TRANSFERS FOR THE MONTH OF MAY, 2004:

VAUGHT MOVED AND EHMAN SECONDED THE MOTION TO APPROVE THE AUTO-PAY & TRANSFERS FOR THE MONTH OF MAY, 2004, IN THE AMOUNT OF \$541,727.39. MOTION CARRIED. 5 AYES. 1 MEMBER ABSENT (HENKE).

AUTO-PAY & TRANSFERS FOR THE MONTH OF JUNE, 2004:

EHMAN MOVED AND BROWN SECONDED THE MOTION TO APPROVE THE AUTO-PAY & TRANSFERS FOR THE MONTH OF JUNE, 2004, IN THE AMOUNT OF \$558,963.29. MOTION CARRIED. 5 AYES. 1 MEMBER ABSENT (HENKE).

MBNA CHARGE ACCOUNT PAYMENT DATE ACCOUNT DUE – APRIL 20, 2004:

VAUGHT MOVED AND EHMAN SECONDED THE MOTION TO APPROVE THE MBNA CHARGE ACCOUNT PAYMENT DATE ACCOUNT DUE – APRIL 20, 2004, IN THE AMOUNT OF \$18,549.22. MOTION CARRIED. 5 AYES. 1 MEMBER ABSENT (HENKE).

MBNA CHARGE ACCOUNT PAYMENT DATE ACCOUNT DUE – MAY 21, 2004:

EHRENMAN MOVED AND VAUGHT SECONDED THE MOTION TO APPROVE THE MBNA CHARGE ACCOUNT PAYMENT DATE ACCOUNT DUE – MAY 21, 2004, IN THE AMOUNT OF \$48,379.65. MOTION CARRIED. 5 AYES. 1 MEMBER ABSENT (HENKE).

PETTY CASH FOR THE MONTH OF MAY, 2004:

EHRENMAN MOVED AND BROWN SECONDED THE MOTION TO APPROVE THE PETTY CASH FOR THE MONTH OF MAY, 2004, IN THE AMOUNT OF \$359.09. MOTION CARRIED. 5 AYES. 1 MEMBER ABSENT (HENKE).

DECLARATION OF COMPUTER EQUIPMENT AS SURPLUS:

Purchasing Manager Martindale presented Board members with a list of computer equipment to be declared surplus for the Utilities Department. (A copy of the list is attached to the minutes.) Ms. Martindale explained that this equipment needs to be declared surplus so it can be donated to non-profit organizations.

EHRENMAN MOVED AND EHMAN SECONDED THE MOTION TO DESIGNATE THE LIST OF COMPUTER EQUIPMENT AS SURPLUS SO IT CAN BE DONATED TO NON-PROFIT ORGANIZATIONS. MOTION CARRIED. 5 AYES. 1 MEMBER ABSENT (HENKE).

CHANGE ORDER NO. 1 – MONROE LOW SERVICE PUMPING STATION – BOWEN ENGINEERING CORPORATION:

EHRENMAN MOVED AND EHMAN SECONDED THE MOTION TO APPROVE CHANGE ORDER NO. 1 – MONROE LOW SERVICE PUMPING STATION – BOWEN ENGINEERING CORPORATION. MOTION CARRIED. 5 AYES. 1 MEMBER ABSENT (HENKE).

AGREEMENTS FOR OPERATION AND MAINTENANCE OF ILLINOIS CENTRAL SPRING TREATMENT:

VAUGHT MOVED AND EHMAN SECONDED THE MOTION TO APPROVE THE FOLLOWING: AWARD OF BID AND AGREEMENT TO PROVIDE OPERATION & MAINTENANCE SERVICES BETWEEN ENVIRONMENTAL FIELD SERVICES AND THE CITY OF BLOOMINGTON; MEMORANDUM OF UNDERSTANDING FOR THE OPERATION AND MAINTENANCE OF THE WATER TREATMENT PLANT AT ILLINOIS CENTRAL SPRING BETWEEN THE STATE OF INDIANA, THE UNITED STATES ENVIRONMENTAL PROTECTION AGENCY, AND THE CITY OF BLOOMINGTON, INDIANA; INTERIM AGREEMENT TO FUND OPERATION AND MAINTENANCE OF THE WATER TREATMENT PLANT AT ILLINOIS CENTRAL SPRING; AND TO ALLOW PATRICK MURPHY, THE DIRECTOR OF UTILITIES, TO EXECUTE ALL DOCUMENTS ONCE THEY ARE IN FINAL FORM. MOTION CARRIED. 5 AYES. 1 MEMBER ABSENT (HENKE).

UTILITIES DEPARTMENT 2005 BUDGET:

Board member Vaught stated that the Finance Committee met to review the 2005 budget. A few minor changes were recommended; otherwise, he thought the budget was a good budget and he would recommend its approval. Various Board members stated that they thought this was the best budget presentation they had seen in several years and thanked staff members for all their hard work.

Utilities Director Murphy stated that the presentation to the City of Bloomington Common Council would be July 20, 2004. Mr. Murphy urged any available Board member to attend the hearing.

VAUGHT MOVED AND BROWN SECONDED THE MOTION TO APPROVE THE UTILITIES DEPARTMENT 2005 BUDGET. MOTION CARRIED. 5 AYES. 1 MEMBER ABSENT (HENKE).

OLD BUSINESS:

No old business was presented.

NEW BUSINESS:

No new business was presented.

SUBCOMMITTEE REPORTS:

Other than the Finance Subcommittee, no other subcommittee has met. It will be necessary, however, to hold an Administrative Subcommittee meeting to review customer complaints. Board Secretary Whaley will schedule this meeting as soon as possible.

STAFF REPORTS:

Utilities Director Murphy stated that Assistant City Attorney Renfrow will return on August 19, 2004. After her return, there will be meetings held to discuss changes in the CBU Rules & Regulations. As soon as these changes are in final form, they will be brought to the Utilities Service Board for approval.

PETITIONS AND COMMUNICATIONS:

No petitions and communications were presented.

ADJOURNMENT:

The meeting was adjourned at 6:01 p.m.

---

L. Thomas Swafford, President